

Public Transportation Advisory Committee
1:00 p.m. - 2:30 p.m. Monday, April 6, 2020

April Meeting Minutes

Time	Description, Presenter, Minutes	Action Items
1:00	<p>A Welcome, Introductions and Announcements – Jeff Hazen (Chair)</p> <ul style="list-style-type: none"> Jeff Hazen opened the meeting, followed by Jaimie Baldwin who provided guidance on phone conferencing etiquette. Attendance was taken by roll call. 	
1:10	<p>B Public Comment</p> <p><i>No written public comments were received.</i></p>	
1:10	<p>C COVID Check-in – Karyn Criswell & Marsha Hoskins</p> <p>Karyn discussed the statewide response to COVID-19. She later reviewed the division’s plan for distributing CARES Act funding.</p> <ul style="list-style-type: none"> The state is well-coordinated at the enterprise level of all state agencies. ODOT has transitioned to different ways of doing business, and the Public Transportation Division is focused on best serving partner agencies and working with providers across the state. Karyn’s priority during the pandemic is to affirm the importance of public transportation and the safety of transit operators and passengers. The division is following and seeking federal guidance on flexibility in the funding statutes. Furthermore, staff are looking to identify flexibility within ODOT’s own guidelines and policies. <p>Marsha referred PTAC members to ODOT’s Public Transportation Division’s COVID-19 webpage.</p> <ul style="list-style-type: none"> This webpage has FAQ for transit providers and links to webinars and trainings. Trillium has offered to make the necessary General Transit Feed Specification (GTFS) changes to reflect temporary service adjustments. As a result, Google Transit and other services could then display the most current schedules. Karyn noted that there is some flexibility being offered around federal funding, such as an 80 – 20 match rate for all 5311 recipients for COVID-related expenditures. <i>(Note: FTA changed the match rate to 100% federal funds after the meeting.)</i> Staff are looking at the Special Transportation Fund (STF) to understand its limitations since it is a relatively flexible source of funding. For example, it is flexible enough to fund any transportation services that benefit seniors and people with disabilities (such as meal delivery and other flexible spending). Division staff have submitted two federal waiver requests for Section 5310 and 5311 funding because they do not have the flexibility to reimburse operating expenses for meal delivery. The waiver requests and FTA responses will be posted on the RPTD website. Intercity grants for private, for-profit providers switched their 5311 capital agreements to operating. Since there were more funds available than requested, this switch does not impact awarded funding for this competitive process. 	

	<ul style="list-style-type: none"> The division is collecting COVID-19 related service impacts for the FTA. Regional Transit coordinators (RTCs) will collect these impacts and deliver them to Region 10 FTA, who will submit them to FTA Headquarters. <p>CARES FUNDING</p> <ul style="list-style-type: none"> On April 2, 2020, the FTA published the appropriation for the Coronavirus Aid, Relief and Economic Security (CARES) Act funding for 5311 Rural and 5311(f) Intercity funds. Although the priority for this funding is operation expenses, FTA will consider all expenses normally eligible under the Section 5307 and 5311 programs that are incurred on or after January 20, 2020 to be in response to the COVID-19 pandemic. RPTD will focus on Section 5311 formula and 5311(f) intercity funds because the division is in charge of allocating them. An internal ODOT team has developed a distribution plan that targets the immediate needs of providers and allows flexibility to address areas of state where COVID-19 relief needs are the greatest. There are two kinds of need: emergency needs and recovery of service. The division initially plans to make the equivalent of one year of operations funds available. Although the CARES Act funding exceeds the typical annual funding allocated to Oregon, the plan grants staff flexibility in allocating the remaining funds on a needs-basis and to account for the uncertainty of the duration or effects of the pandemic. Additionally, because the funding is at a 100% match rate, it ultimately equates to more than a typical year of funding. RPTD staff intend to write broad grant agreements and anticipate fully-executed agreements by the end of May, with the first reimbursement requests to follow in early June. Marsha reminded the PTAC members that CARES Act funding is retroactive and can be requested back to January 2020. More specific guidance will be released soon. <p>ROUNDTABLE</p> <ul style="list-style-type: none"> PTAC members shared their experiences with adapting to COVID-19 and its impacts to their regions and agencies. Karyn clarified that Governor Brown has not placed a definition on essential trips or business; she has only closed places of business in which the nature of their practices cannot uphold the six-foot social distancing requirements. 	
1:45	<p>D 2020-22 Discretionary Grant Program Funding Recommendations – Kathy Holmes</p> <ul style="list-style-type: none"> The recommendations are a result of a mid-cycle, mid-biennium solicitation from four different funding sources: <p><i>5310 Enhanced Mobility of Seniors and Individuals with Disabilities</i> <i>5339 Bus and Bus Facilities Discretionary Program</i> <i>5307 Mass Transit Vehicle Replacement</i> <i>STP Discretionary Bus Replacement Program</i></p> <ul style="list-style-type: none"> Three of the funds are capital specific: 5339, 5307 and 5310. The Commission has awarded \$5 million per year of STP funding. 	

- A merit-based selection process was used for three of the fund sources; therefore, recipients with vehicles in the worst condition received the awards. Section 5310 discretionary and 5311 applications were scored differently by assembling a committee. Steve White was the PTAC representative on this committee.
- This special phone meeting was called so that PTAC members could vote and provide a funding recommendation to the OTC. These recommendations are due to the OTC by close of business today (April 6, 2020) in preparation for the Commission's meetings on April 16 and 17.
- Scott Chancey motioned to approve the Section 5310, 5307, 5339 and STP project recommendations as presented to the committee. Steve Dickey seconded the motion. With the following recusals and votes, the motion carried.

Jeff Hazen (Sunset Empire Transportation District)

Recusal:

- 5339 Bus Expansion
- 5339 Bus Replacement

Vote: YAY

Aaron Deas (TriMet)

Recusal:

- 5339 Bus Replacement
- 5307 Mass Transit Vehicle Replacement
- STP Vehicle Replacement Program

Vote: YAY

Angie Jones (Grant County Transportation District)

Recusal:

- 5339 Bus Replacement
- 5310 Operations

Vote: YAY

Cosette Rees (Lane Transit District)

Recusal: none

Vote: YAY

Curtis Raines (SPOKES Unlimited)

Recusal: none

Vote: YAY

Doug Pilant (Tillamook County Transportation District)

Recusal:

- 5310 Preventive Maintenance

- 5310 Mobility Management
- 5339 Facilities, Equipment, Signage and Shelters - Champion Park Apartments Bus Stop Shelter Project
- 5339 –Bus Expansion (two projects)
- STP - Vehicle Replacement Program (two projects)

Vote: YAY

Henry Heimuller (Columbia County of Oregon)

Recusal:

- 5339 Bus Replacement

Vote: YAY

Julie Wilcke Pilmer (Ride Connection)

Recusal: TriMet

- 5339 Bus Replacement
- 5307 Mass Transit Vehicle Replacement

Vote: YAY

Kathy Fitzpatrick (Mid-Columbia Economic Development District)

Recusal

- 5310 Operations
- 5339 Bus Replacement

Vote: YAY

Kim Curley (Commute Options)

Recusal: none

Vote: YAY

Paige West (Rogue Valley Transportation District)

Recusal:

- 5339 Facilities, Equipment, Signage and Shelters - Purchase Bus Wash Equipment and Above-Ground Mobile Vehicle Lifts
- 5339 Bus Expansion

Vote: YAY

Pete Runnels (Harney County of Oregon)

Recusal: none

Vote: YAY

Rob Inerfeld (City of Eugene)

Recusal: none

Vote: YAY

		<p>Scott Chancey (Josephine County)</p> <p><i>Recusal:</i></p> <ul style="list-style-type: none"> • 5310 Mobility Management • 5307 Mass Transit Vehicle Replacement • 5339 Bus Replacement (two projects) <p><i>Vote:</i> YAY</p> <p>Selena Kelly-Irvin (Coquille Indian Tribe)</p> <p><i>Recusal:</i> none</p> <p><i>Vote:</i> YAY</p> <p>Steve Dickey (Salem Area Mass Transit District)</p> <p><i>Recusal:</i></p> <ul style="list-style-type: none"> • 5310 Preventive Maintenance Project • 5310 Mobility Management Project • 5339 Bus Replacement • 5307 Mass Transit Vehicle Replacement • STP Vehicle Replacement Program <p><i>Vote:</i> YAY</p> <p>Total vote count: 16 yay, 0 nay.</p>	
2:25	E	<p>Final Reminders and Adjournment – Jeff Hazen (<i>Chair</i>)</p> <ul style="list-style-type: none"> • Jeff Hazen reminded PTAC members that the next meeting is scheduled for May 4, 2020. • The meeting adjourned at 2:45 p.m. 	

PTAC Members								X = In-Person O = By Phone A = Informed Absence			
O	Jeff Hazen	O	Henry Heimuller	O	Aaron Deas	A	Blake Vaughan	A	Robert Eaton	O	Peter Runnels
O	Cosette Rees	O	Julie Wilcke Pilmer	O	Steve Dickey	O	Scott Chancey	A	Terra Hernandez	O	Rob Inerfeld
O	Selena Kelly-Irvin	O	Curtis Raines	O	Kim Curley	A	Steve White	O	Angie Jones		
O	Doug Pilant	O	Paige West	A	Eugene Organ	O	Kathy Fitzpatrick				

Acronym Table	
ADA	Americans with Disabilities Act
CARES	Coronavirus Aid, Relief, and Economic Security
FTA	Federal Transit Administration
GTFS	General Transit Feed Specification

ODOT	Oregon Department of Transportation
OTA	Oregon Transit Association
OTC	Oregon Transportation Commission
PTAC	Public Transportation Advisory Committee
RPTD	Rail and Public Transit Division
RTC	Regional Transit Coordinator
STF	Special Transportation Fund
STIP	Statewide Transportation Improvement Program
STIF	Statewide Transportation Improvement Funds